# ECF Court Link

*"Welcome to the ECF Court Link - the first issue of our CM/ECF Newsletter."*

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## Version 3.0

CM/ECF is currently operating in version 2.7, but we will be upgrading to version 3.0 in the near future.  A few of the new features you'll notice are listed below:

**Opening Adversary Cases** - User will be able to select multiple natures of suit versus only one.

**Opening Bankruptcy Cases** - The "Type of debtor" checkboxes for individual, corporation, partnership, and other have been changed to radio buttons.

**Query** - Performance of the Related Transaction Query has been improved, and will now include options for the Claims Register and Creditor Mailing Matrix.

### Stay tuned for more details to come!

**Financial Management Course Certificate is now located in the Batch Filings Category under Bankruptcy.  This will enable filers to docket multiple certificates at one time.**

## Training

*Classes are still being offered monthly for new staff members or any staff that would like to take refresher courses. To signup for training classes, go to www.nceb.uscourts.gov and click on Sign up for training!*

## ECF Tips

**Calculating response due dates** - Calculate response due dates from the date of service.  Add three (3) days and insert that date.   Examples are:

| | | |
|---|---|---|
| 15 day response time | = | insert due date of 18th day |
| 20 day response time | = | insert due date of 23rd day |
| 30 day response time | = | insert due date of 33rd day |

The exception is when the due date falls on a weekend or holiday.  If that's the case, carry the date over to the next business day and insert that date as the response due date.

**System Prompts** - When presented with a prompt box for information to be inserted, please insert the text as requested.  This text is inserted into the docket entries so if left blank, the docket entry is incomplete and has to be edited by the court.

**Summons Service Executed** - When making this docket entry, it is not necessary to add the attorney for the defendant(s) at the "Add/Create New Party" prompt in order to show service.  Even if the certificate reflects service upon the attorney for the defendant(s), only choose the defendant the summons service was executed upon when making this docket entry.

## Got questions??

We've got answers.....Email electronic case filings questions to the ECF contacts. You will receive a response by email and your question may be published anonymously in a future newsletter.

Example:
    Q. Why am I no longer receiving a paper copy of the final decree?

    A. The final decree is now a "text" entry that appears on the docket.

## Who you gonna call?



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